

Arlington Cultural Council Minutes
Monday, August 10, 2015
Arlington Sr. Center, 7:30 pm

Present: Karin Blum, Suzi Lubar, Joe Burns, Scott Samenfeld, Eliza Burden, Maggie Husak, Jeff Boudreau, Elisabeth Taylor, Jeff Timperi

Visitors: Nilou Moochhala, Miriam Levine (Arlington poet laureate)

Called to order at 7:37pm

ITEM 1 Approval of July Minutes

The July minutes were unanimously approved without revision.

ITEM 2 Grant Cycle Business

Elisabeth has updated the dates in the grant guidelines document. She also added a bit more about obtaining permits prior to applying for a grant. The council unanimously voted to approve the new guidelines once Elizabeth finalizes the updates and obtains everyone's feedback via email. The new guidelines should be posted to the council website by September 1. Scott will make the post after receiving the guidelines from Elisabeth.

Scott has reviewed the sample grant application on the council website. It is ready for this year's grant cycle.

The grant writing information session and application deadline should be publicized via the Arlington Advocate, Arlington email list, the ACC Facebook page, and Town of Arlington notifications. Publicity should also coordinate a press release about the application deadline with state legislators. Additionally, Elisabeth will send an email with the grant cycle information to the council mailing list. Jeff B. will add a publicity contact list to dropbox.

Prior to emailing the council list, Elisabeth will update the list with new email addresses obtained from the community input survey.

Elisabeth has volunteered to lead the grant writing information session on September 16. About 8-15 people are expected. Eliza encouraged council members who have not previously attended to go to the session. Nilou volunteered to speak about the process from the perspective of a successful applicant. Suzi will look into borrowing a projector for the session.

Suzi has confirmed the following dates and locations for grant cycle meetings:

- 9/16/15 7-8:30pm Grant information session, Senior Center lower level
- 11/4/15 7-8:30pm Applicant presentations, Town Hall hearing room
- 11/5/15 7-8:30pm Applicant presentations, Town Hall hearing room

- 11/15/15 1-5pm Grant Deliberations, Jefferson Cutter House

ITEM 3 Town Day Planning

The signup sheet for staffing the table and for bringing supplies was circulated. All shifts at the table are now staffed.

Karin will see if she has a 6' table. Eliza suggested the council buy a canopy to pass along from year to year. Discussion of the idea led to the decision to consider buying one next year. For the upcoming Town Day, the council will borrow Eliza's canopy as in the past.

All liaisons should ask their contacts for items to display at the ACC booth. Posters, brochures, postcards, or anything else that can be hung up would be acceptable.

Maggie will ask Karen Dillon for Art Hunt brochures to distribute, and Nilou will supply postcards from I Am Arlington.

The booth will also have copies of the grant guidelines and applications. One or two copies of the sample application will be included.

Items collected can be delivered to Suzi's back porch. She will send out her address closer to Town Day.

ITEM 4 RFPs and Treasurer's Report

Jeff T. and Maggie will meet with the town comptroller mid-September to prepare a report to the MCC. Maggie will do a readout of the report to the council at the September meeting.

RFPs have been received from grant 2015-03 Creek River String Band, 2015-18 Images of Arlington and 2015-02 I am Arlington.

RFPs have not yet been received from 2015-01 Legendary Locals of Arlington, 2015-04 Family Dance @Robbins Farm, 2015-23 Two to Tango, 2015-24 Cyrus Dallin Museum, 2015-27 Philharmonic (Karin will check in) and 2015-31 True Story theater (Joe will check in).

2015-13 A Chance to Dress has not yet scheduled a showing in Arlington. Payment is being held until it is scheduled.

True Story theater, started in part by ACC funding over the past few years, has won an NEA Our Town grant.

Maggie will write up treasurer steps for RFPs and place them in dropbox. She will start with the document that Eliza added related to these steps.

A review of outstanding grants will occur at the September meeting.

ITEM 5 Upcoming vacant officer and non-officer roles, general succession, and recruitment

Eliza's term is complete as of this meeting. Joe Burns was unanimously voted in as co-chair for the remainder of the term, which ends in December.

Merli will attend the September selectman's meeting to be appointed to the council.

Voting for a new treasurer will occur at the October meeting when Maggie completes her term. Jeff T. is interested in the position.

Karin has asked Merli if she would be interested in taking on the role of publicity.

Karin sent a notice to the town to include the council in emails about open positions on town committees. She was required to supply and end date, so she specified the end of August. The council should resubmit the request at that time.

ITEM 6 Robbins Library Table display

The council has reserved the front display table at the Robbins Library for the month of September. Maggie has volunteered to put together the display. The table should include hardcopies of the grant guidelines. We will collect items for our Town Day booth by 9/1, so these can be shared with the library display.

ITEM 7 New Business

A discussion was held pertaining to guidelines for maintaining public art. The mural painted on the MBTA bus depot was ruined by construction work. Eliza and Scott said that Arlington Public Art does have policies in place. Unfortunately, since the bus depot is owned by the MBTA and not Arlington, maintenance was difficult to resolve. Town guidelines say there are no guarantees for space not owned by the town. Jeff B suggested that ACC guidelines point to the town guidelines for public art.

Eliza brought up the question of whether the council should nominate anyone for an MCC gold star award this year. The feeling was that we should take a year off since we have had two nominees win the award in the past two years.

Elisabeth brought up the idea of having a council gmail account rather than the current yahoo account. Eliza suggested switching by 9/1 for the new grant cycle.

ITEM 8 Executive Session for voting in potential new member

All guests left the meeting prior to executive session. The council unanimously voted for Nilou as new member.

Upcoming Events

- Sept 12 – Town Day

- Sept 16 - Grant information session
- Sept 21 – ACC Meeting – one week later, due to Rosh HaShana
- Oct 15 - Application deadline
- Oct 19 – ACC Meeting (will include distribution of completed applications)
- Nov 4 & 5 - Grant applicant presentations
- Nov 15 - Grant deliberations